Fen Ditton Parish Council
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Tel: 07442768348

All members of the Council are summoned to attend the Parish Council Meeting of Fen Ditton Parish Council on Tuesday, 6 October 2026 at 7.00 p.m. **The Hangar Marleigh Office** for the purposes of considering and resolving the business to be transacted at the meeting as set out in the agenda below. Councillors may observe proceedings remotely and speak at the chair's discretion, but remote attendance shall not be counted as attendance for the purposes of quorum or voting.

Members of the public are invited to address the meeting between 7.00 p.m. and 7.15 p.m.

Maximilian Huber
Clerk & RFO
1st Floor, The Hangar Building,
2 Jubilee Sq, Cambridge CB5 8UW

A G E N D A

LGA 1972 s12 10(2)(b) states that business must be specified on the agenda; therefore the Council cannot lawfully agree any matter that is not on the agenda. * indicates an agenda item for reporting only

2026/169	To receive apologies		
2026/170	Open forum for members of the public.		
2026/171	To approve the Minutes of the meeting held on 1 September 2026.		
2026/172	To receive declarations from Councillors as to the disclosable pecuniary and non-pecuniary interests in relation to any items on the agenda.		
2026/173	To receive and consider the External Auditor Report and Certificate for the year ended 31 March 2026, including the matters raised by the external auditor, and to agree any actions required.		
2026/174	Clerk's report and matters arising from the Minutes. – Digital Hub grant claim of £4,175.62 approved. – Contract for playground repairs awarded to Online Playgrounds; start date pending. – VAT return submitted. – Q1 bank reconciliation signed. – PKF Littlejohn external audit completed. – Road closure application for the cycle path adjacent to the bus shelter at Blue Lion Close, Fen Ditton, approved by Cambridgeshire County Council for 19–23 October 2026.		
2026/175	To consider following planning applications and tree works applications		
	25/00897/CONDB	24 High Ditch Road Fen Ditton Cambridgeshire CB5 8TE	Submission of details required by condition 5 (Artificial Lighting), condition 6 (Foul Water Drainage), condition 7 (Surface Water Drainage) and condition 16 (Landscaping) of planning permission 25/00897/FUL.
	26/0966/TTCA	1 Church Street Fen Ditton Cambridgeshire CB5 8SU	T1 - Beech tree - Thin the crown on the Northern side of the crown by 20%. Reason: to re-balance the tree after a large branch failed over the churchyard.
	26/0984/TTCA	25 Stanbury Close Fen Ditton Cambridgeshire CB5 8UP	Acer - fell
	23/04936/COND22	Marleigh Phase 3 Land North Of Newmarket Road Cambridge CB5 8AA	Submission of details required by condition 22 (Climbing Plants) of planning permission 23/04936/FUL
	23/04930/COND4	Marleigh Phase 3 Land North Of Newmarket Road Cambridge CB5 8AA	Submission of details required by condition 4 (Lighting) of Reserved Matters application 23/04930/REM
	23/04930/COND38	Marleigh Phase 3 Land North Of Newmarket Road Cambridge CB5 8AA	Submission of details required by condition 38 (Water Efficiency) of Reserved Matters application 23/04930/REM

	23/04930/COND8	Marleigh Phase 3 Land North Of Newmarket Road Cambridge CB5 8AA	Submission of details required by condition 8 (Climbing Plants) of Reserved Matters application 23/04930/REM
	23/04936/COND31	Marleigh Phase 3 Land North Of Newmarket Road Cambridge CB5 8AA	Submission of details required by condition 31 (Artificial Lighting) of planning permission 23/04936/FUL
	23/04936/COND30	Marleigh Phase 3 Land North Of Newmarket Road Cambridge CB5 8AA	Submission of details required by condition 30 (Water Efficiency) of planning permission 23/04936/FUL
	26/03406/CL2PD	30 Horningsea Road Fen Ditton Cambridgeshire CB5 8SZ	Certificate of lawfulness under S192 for erection of detached outbuilding.
	26/03399/CLUED	5 Green End Fen Ditton Cambridgeshire CB5 8SX	Certificate of lawfulness under S191 for confirmation that the original single storey garden shed / store and subsequent extension thereto being used as ancillary accommodation is lawful.
	24/03837/COND34	Land North Of Newmarket Road Fen Ditton Cambridge South Cambridgeshire CB5 8AA	Submission of details required by condition 34 (hard and soft landscaping scheme) of planning permission 24/03837/S73
	24/03837/COND33	Land North Of Newmarket Road Fen Ditton Cambridge South Cambridgeshire CB5 8AA	Submission of details required by condition 33 (Parking Restrictions) of planning permission 24/03837/S73

2026/176	To receive reports from and questions to: County Councillor/s District Councillors		
2026/177	Review correspondence received and note any actions arising.		
2026/178	To approve payments made during the month, accounts for payment, and authorise forthcoming payments:		
	Staff Costs (salaries, pension, PAYE)		TBA
	Scribe (DD)	Accounting Software	£67.20
	Scribe	Accounting Software	£18.00
	Angela's Cleaning Service	Cleaning	£TBA
	Unity Trust Bank (DD)	Monthly Service Charge	£7.00
	SLCC (Standing Order)	Monthly membership fee	£31.60
	PKF Little John	External Auditor	£504.00
	George Devine,	Remembrance Day	£50.00

	G. Devine	Fireworks surplus last year	£160.58
	SSE Energy	Utility Costs Pavilion	£147.07
	Red Shoes	Payroll	£126.00
	Road Space Application	County Council	£64.00
	R.H. Landscapes	Green Space Maintenance	£1,711.41
	Richardson Tree Surgery Limited	Felled Prunus Tree	£396.00
	Wordpress	Annual Website Support	£100.00
2026/179	To approve payments made during July and August from the Equal's money pre-loaded card:		
	Coop	27/08 Consumables	£13.95
	Smarty	02/09 Mobile Network Operator	£9.00
	Post Office	04/09 Letter	£3.80
	Ionos	07/09 Office Cloud Services	£4.80
	Open AI	08/09 Chat GPT	£20.00
	Asda	10/09 Sim Card Office Phone	£5.00
	Coop	24/09 Consumables	£9.10
2026/180	To note money received: VAT Reclaim £617.89 Precept £44,830.00 Digital Hub Grant £4,175.62		
2026/181	Proposal to approve a £50 contribution towards Remembrance Day wreaths and appoint G. Devine to arrange their purchase.		
2026/182	Proposal to accept a free tree from South Cambridgeshire District Council for planting on the Recreation Ground and agree arrangements for its planting and aftercare.		
2026/183	Parish Councillors Committee report(s), (For Information Only) Newsletter/Website Cemetery Crime & Welfare Highways & Transport Strategic Planning Chairman Report		
2026/184	To accept notices and matters for the next agenda.		
2026/185	To resolve to carry out agenda items in closed session in accordance with Section 1 of the Public Bodies (Admission to Meetings) Act 1960, because publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted. To discuss HR.		